

**BOROUGH OF ROSELLE
MAYOR AND COUNCIL
WORKSHOP MEETING MINUTES
SEPTEMBER 14, 2022**

Mayor Donald Shaw called the Workshop Meeting of the Mayor and Council of the Borough of Roselle, Union County, New Jersey held at 210 Chestnut Street, Roselle, New Jersey 07203 at 6:31 p.m. The flag salute was recited and the invocation was given by Councilwoman Johnson.

Deputy Municipal Clerk Lydia D. Massey read into the record the “Open Public Meetings Act” compliance statement.

STATEMENT OF COMPLIANCE

The requirements of N.J.S.A. 10:4-6 et seq., the “Sunshine Law” has been met. A notice of this meeting was sent to the Star Ledger, published in the Home News Tribune on December 15, 2021, posted on the Bulletin Board in Borough Hall and on the Borough’s website and filed in the Office of the Municipal Clerk.

ROLL CALL

Present:

Councilman Richard Villeda, First Ward
Councilman Brandon Bernier, Second Ward
Councilwoman Cynthia Johnson, Third Ward
Councilwoman Cindy Thomas, Fourth Ward
Councilman John Fortuna, Fifth Ward
Council President Denise Wilkerson, At-Large
Mayor Donald Shaw

Also Present:

Lydia D. Massey, Deputy Borough Clerk
Rick Smiley, Borough Administrator
Shanel Robinson, Assistant Borough Administrator
Mohammed Jalloh, Borough Attorney

PUBLIC COMMENT

Mayor Shaw opened up the public comment portion of the meeting. There were no public comments; therefore, Mayor Shaw closed the public comments portion of the meeting.

Borough Administrator Smiley asked Kheesha Walls, HR Coordinator to introduce Shanel Robinson, who is the newly appointed Assistant Borough Administrator.

After the introduction, Assistant Borough Administrator Shanel Robinson made the following remarks:

- Thanked Mayor and Council for the opportunity to serve Roselle
- Comes with 21 years of information technology experience
- Here to help move Roselle forward together and asked for patience while working through the process and journey
- Currently a Somerset County Commissioner with experience in policy and politics
- Spent eight years in the air force and will bring critical thinking to Roselle and marry customer service with government
- Will ensure Roselle is on the news for the great things that are ahead

DEPARTMENT REPORTS

Police – Police Chief Stacey Williams reported the following for the month of August:

- Calls for service 2,473
- Area Checks/Park & Walks 302
- M.V. Accidents 77
- Drunk Drivers 4
- Ambulance 131
- Summons Issued 131
- Average response time: 3 minutes, 26 seconds
- 1st Unit Response: 4 minutes, 26 seconds
- Gave update of County Dispatch – tentative start date of Nov. 1st to start

Fire – Fire Chief Eric Pearson reported the following for the month of August:

- Total fire alarms for 2022: 1,476
- Total ambulance calls for 2022: 1,634
- Total ambulance collection for August: \$40,000.00
- Total ambulance collection for 2022: \$233,000.06
- Smoke alarm/CO detectors/fire extinguisher certs: 38
- Commercial inspections: 20
- Multiple dwellings: 16
- OPRA requests processed: 14
- Violations issued (failed): 10
- Certificate of Inspection issued (passed): 33 (may include violations abated)
- Correspondence issued: 105 (Violations, certifications, report worksheets, permits)
- New ambulances are in and will bring to the Regular Council meeting
- Put in request to hire three new members

Building – Construction Official Bill Wilkins reported the following for the month of August:

- Building permits \$20,261.00

- Electrical Permits \$11,343.00
- Plumbing Permits \$5,135.00
- Fire Permits \$2,695.00
- Mech Permits \$2,340.00
- DCA \$2,050.00
- CO Fees \$236.00
- CCO Fees \$200.00
- Total Permits \$44,560.00
- Annual Fee to date is
- Gave update on 470 West 1st Avenue redevelopment project
- Discussion ensued about 470 West 1st Avenue regarding the face of the building and the CO, and Council President Wilkerson asked that it be stated in the record that the issue came from the Planning Board not the Borough Council

Code Enforcement – Michael Tisdale reported the following for the month of August:

Revenue:

- CO Fees \$3,500.00
- Rentals Fees \$2,300.00
- Vacant Properties Fees - None
- Zoning Fees \$770.00
- Total Revenue for August \$6,570.00

Division:

- 8 high grass violations
- 2 exterior maintenance violations
- 2 interior maintenance violations
- 2 tree violations
- 5 garbage and debris violations
- 3 vehicle violations
- 5 bulk violations
- 0 miscellaneous complaints
- 12 zoning applications
- 12 zoning inspections
- Addressed 46 summonses for the month August

Engineering – Jackie Dirmann reported the following for the month of August:

- 2021 NJDOT Roadways – Drake and West 4th
- 2022 Paving Program completed with exception of speed humps on Crescent, Audrey and Pine Street
- Sidewalk project transferred to separate consultant
- 330 Birch Drive Streambank survey cost to be considered under the 2023 Capital funds
- 2022 NJDOT and CDBG Year 48 construction to be awarded in September

- Water company construction on Chestnut, Colonial, Drake, Independence and Wheatsheaf
- Tax Map update on-going
- Arminio Field House construction on-going
- Crack Sealing – coordinating with Contractor for early October completion
- Various sewer and storm sewer repairs on-going
- Conducted traffic safety meeting and reviewing locations
- NJDOT Route 27 -coordinating with NJDOT for pedestrian safety audit on Route 27
- Gas company will do more work in Roselle in the next three years

Library – Library Director Jeanne Marie Ryan reported the following for the month of August:

- The contract for the construction of the new library has been awarded.

Recreation – Rodney Tibbs reported the following for the month of August:

- Recreation calendar updated and distributed to residents
- Senior nutrition program ongoing for 5 months with average of 10 seniors attending
- Finalized dates for UC Chronic Disease Coalition Cancer workshop dates
- Last week of summer camp and had action review meeting with Camp Director
- Supported Uptown Vibes, Celebrity Softball Game, Mayor’s Wellness program and Mayor backpack giveaway
- Senior weekly classes at the Amalfe Community Center are being attended

Economic & Housing Development – Victor Klymenko reported the following for the month of August:

- 110 West 1st Avenue Redevelopment agreement is complete
- St. Georges Avenue Redevelopment study is complete and approved by the Planning Board
- FOYA/IHOP has offered to raise the price to \$300,000 for the Borough lot. Reviewing the pilot proforma for the financial agreement
- 136-142 East 4th Avenue – demolition permit requested and looing to clear trees from property—moving forward with plans for construction of a 33-unit 4 story apartment building
- 792 East 3rd applied for a demolition permit for the burned out apartment
- Conveyance documents on the Linden Place property being reviewed by the MacCrichtie team
- Demolition of 901 Chandler Avenue needs change order due to asbestos removal
- Property owner offered \$10,000 to purchase adjoining lot and Borough has an ordinance for the purchase and sale agreement

Finance – Chief Financial Officer Judith Curran reported the following for the month of August:

- FEMA reimbursement will be \$89K for OEM equipment. Lowered the requirements for FEMA and will continue

- Budget forms and capital requests were sent to Department Heads to complete
- The State will postpone the back pension payment for Nov. 2022 or April of 2023
- Discussed agenda items listed for the Tax and Finance Departments
- Chapter 159 for the UEZ grant—next phase will be coming up with a budget for UEZ

PRESENTATIONS – None.

CLOSED EXECUTIVE SESSION

RESOLUTION NUMBER 2022-264

RESOLUTION AUTHORIZING A CLOSED EXECUTIVE SESSION

WHEREAS, Section 8 of the Open Public Meeting Act, Chapter 231, P.L. 1975, permits the exclusion of the public from a meeting in certain circumstances; and

WHEREAS, this public body is of the opinion that such circumstances presently exist.

NOW, THEREFORE, BE IT RESOLVED, by the Borough of Roselle Council, County of Union, State of New Jersey, as follows:

1. The public shall be excluded from discussions of and action hereinafter specified as:

- Personnel Matters
- Contract Negotiations
- Contractual Matters
- Litigation Matters
- Matters Falling Within Attorney Client Privilege

2. It is anticipated at this time, the above stated subject matters will be made public when it is determined that the need for confidentiality no longer exists.

This resolution shall take effect immediately.

I, Lisette Sanchez, Borough Clerk of the Borough of Roselle, in the County of Union, State of New Jersey, do hereby certify that the foregoing is a true and correct copy of a resolution adopted by the Borough Council of the Borough of Roselle, County of Union, State of New Jersey at a Workshop Meeting of said Council held on September 14, 2022.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of the Borough of Roselle in the County of Union and State of New Jersey this 14th day of September 2022.

Motion by Councilman Bernier, second by Councilman Villeda to enter into Executive Session.

Vote Record				
	Ayes	Nays	Abstain	Absent
Councilman Villeda	X			
Councilman Bernier	X			
Councilwoman Johnson	X			
Councilwoman Thomas	X			
Councilman Fortuna	X			
Council President Wilkerson	X			
<input checked="" type="checkbox"/> Adopted <input type="checkbox"/> Adopted as Amended <input type="checkbox"/> Defeated <input type="checkbox"/> Tabled <input type="checkbox"/> Withdrawn				

Entered into Executive Session at 7:48 p.m.

Returned to Regular Meeting at 8:26 p.m.

SETTING THE AGENDA FOR THE SEPTEMBER 21, 2022 REGULAR MEETING

PROCLAMATION

Anthony L. Obery

APPROVAL OF MINUTES OF MEETINGS

- Minutes of the Mayor and Council Workshop Meeting – August 10, 2022
- Minutes of the Mayor and Council Executive Session Meeting – August 10, 2022
- Minutes of the Mayor and Council Regular Meeting – August 17, 2022

INTRODUCTION, CONSIDERATION AND PASSAGE OF ORDINANCES

ORDINANCES ON SECOND READING/PUBLIC HEARING – Ordinance Number 2690-22

AN ORDINANCE TO ESTABLISH THE MULTICULTURAL INCLUSION AND ACCESSIBILITY ADVISORY COMMITTEE [Proposed Public Hearing Date September 21, 2022]

ORDINANCES ON SECOND READING/PUBLIC HEARING – Ordinance Number 2691-22

AN ORDINANCE TO AMEND AND SUPPLEMENT THE LAND USE CODE OF THE BOROUGH OF ROSELLE, CHAPTER 650, ARTICLE XII, ZONING, SECTION 650-88, GENERAL PROVISIONS; SECTION 650-89, RESIDENCE A ZONE; SECTION 650-90, RESIDENCE B ZONE; SECTION 650-91, RESIDENCE C ZONE; SECTION 650-92, RESIDENCE D ZONE; SECTION 650-93, RESIDENCE E ZONE; SECTION 650-94, RESIDENCE F ZONE; SECTION 650-96, PROFESSIONAL OFFICE ZONE; AND TO AMEND AND SUPPLEMENT THE CENTRAL ROSELLE REVITALIZATION PLAN, AMENDMENT #11, TABLE 2, SCHEDULE OF REGULATIONS TO AMEND PERMITTED HEIGHTS AND OTHER BULK STANDARDS [**Proposed Public Hearing Date September 21, 2022**]

ORDINANCE ON INTRODUCTION & FIRST READING – Ordinance Number XXXX-22

AN ORDINANCE AMENDING CHAPTER 523 OF THE BOROUGH CODE TO DESIGNATE A HANDICAP PARKING SPACE RESERVED FOR A SPECIFIC PERSON IN FRONT OF A CERTAIN RESIDENCE (141 DENNIS STREET) [**Proposed Public Hearing Date October 19, 2022**]

ORDINANCE ON INTRODUCTION & FIRST READING – Ordinance Number XXXX-22

AN ORDINANCE AMENDING CHAPTER 523 OF THE BOROUGH CODE TO DESIGNATE A HANDICAP PARKING SPACE RESERVED FOR A SPECIFIC PERSON IN FRONT OF A CERTAIN RESIDENCE (121 E. 2ND AVENUE) [**Proposed Public Hearing Date October 19, 2022**]

ORDINANCE ON INTRODUCTION & FIRST READING – Ordinance Number XXXX-22

ORDINANCE OF THE BOROUGH OF ROSELLE, IN THE COUNTY OF UNION, NEW JERSEY AUTHORIZING SALE OF PROPERTY AND EXECUTION OF PURCHASE AND SALE AGREEMENT AND AUTHORIZING CERTAIN OTHER ACTIONS IN CONNECTION THEREWITH [**Proposed Public Hearing Date October 19, 2022**]

RESOLUTIONS

MAYOR & BOROUGH COUNCIL	
1.	MAYOR'S APPOINTMENT OF JEANNE MARIE RYAN AS THE EVERETT HATCHER MUNICIPAL ALLIANCE SECRETARY (COORDINATOR) WITH THE ADVICE AND CONSENT OF COUNCIL
BOROUGH ADMINISTRATOR	

2.	RESOLUTION AUTHORIZING THE BOROUGH OF ROSELLE TO REJOIN THE PUBLIC ENTITY JOINT INSURANCE FUND AND EXECUTE A JOINT TRUST AGREEMENT
3.	RESOLUTION APPOINTING A LAND USE ADMINISTRATOR
<u>BOROUGH ATTORNEY</u>	
4.	RESOLUTION AUTHORIZING PAYMENT OF ATTORNEY'S FEES IN THE MATTER OF SCOTT MADLINGER V. BOROUGH OF ROSELLE, ET AL.
<u>BOROUGH CLERK</u>	
5.	RESOLUTION APPROVING AN A.B.C. PERSON-TO-PERSON LICENSE TRANSFER [TO BE PROVIDED]
<u>CODE ENFORCEMENT</u>	
6.	RESOLUTION HIRING FULL-TIME CODE ENFORCEMENT OFFICER TRAINEES IN THE CODE ENFORCEMENT DIVISION [TO BE PROVIDED]
<u>ECONOMIC DEVELOPMENT</u>	
7.	RESOLUTION FOR A CHANGE ORDER AMENDMENT TO THE CONTRACT WITH CARAVELLA DEMOLITION, INC. TO PROVIDE BUILDING DEMOLITION SERVICES FOR THE BOROUGH NOT TO EXCEED \$62,785.00
<u>ENGINEERING</u>	
8.	RESOLUTION AWARDING CONSTRUCTION CONTRACT FOR THE 2022 NJDOT 8 TH AVENUE, 7 TH AVENUE AND WALNUT STREET IMPROVEMENTS PROJECT FUNDED IN PART BY THE NJDOT AND MUNICIPALITY WITHIN THE BOROUGH OF ROSELLE, UNION COUNTY, NEW JERSEY
9.	RESOLUTION AUTHORIZING PROFESSIONAL ENGINEERING CONSTRUCTION ADMINISTRATION SERVICES IN CONNECTION WITH THE NJDOT FISCAL YEAR 2022 8 TH AVENUE, 7 TH AVENUE AND WALNUT STREET IMPROVEMENTS PROJECT FUNDED BY NJDOT, UNION COUNTY CDBG AND THE MUNICIPALITY WITHIN THE BOROUGH OF ROSELLE, UNION COUNTY, NEW JERSEY
10.	RESOLUTION AMENDING RESOLUTION NUMBER 2022-274 AUTHORIZING PROFESSIONAL ENGINEERING CONSTRUCTION ADMINISTRATION SERVICES IN CONNECTION WITH THE POPLAR STREET PARK IMPROVEMENTS PROGRAM FUNDED BY THE MUNICIPALITY WITHIN THE BOROUGH OF ROSELLE, UNION COUNTY, NEW JERSEY TO CORRECT CERTIFICATION OF FUNDS
11.	RESOLUTION AUTHORIZING PROFESSIONAL LAND SURVEYING SERVICES FOR BLOCK 3702, LOTS 12 AND 14 WITHIN THE BOROUGH OF ROSELLE, UNION COUNTY, NEW JERSEY [TO BE PROVIDED]
12.	RESOLUTION FOR A CHANGE ORDER #2 AMENDMENT TO THE CONTRACT FOR AMERICAN ASPHALT & TRUCKING LLC REGARDING SANITARY AND STORM SEWER WORK FOR THE COMPLETION OF THE

	NJDOT FY2021 VARIOUS STREETS IMPROVEMENTS (DRAKE AVENUE & WEST 4 TH AVENUE) PROJECT
13.	RESOLUTION AUTHORIZING PROFESSIONAL ENGINEERING SERVICES FOR THE FEDERAL EMERGENCY MANAGEMENT AGENCY (FEMA) FLOODPLAIN MANAGEMENT SERVICES AND COMMUNITY RATING SYSTEM RECERTIFICATION AS FUNDED BY THE MUNICIPALITY WITHIN THE BOROUGH OF ROSELLE, UNION COUNTY, NEW JERSEY
14.	RESOLUTION AMENDING RESOLUTION NUMBER 2022-082 AWARDED A CONTRACT TO COLLIERS ENGINEERING AS BOROUGH PLANNER NOT TO EXCEED \$25,000.00" TO CORRECT CERTIFICATION OF FUNDS
<u>FINANCE</u>	
15.	RESOLUTION AUTHORIZING REFUND OF TAX APPEALS
16.	RESOLUTION AUTHORIZING REFUND OF TAX OVERPAYMENTS
17.	RESOLUTION TO RESCIND RESOLUTION 2022-211 -- RESOLUTION AUTHORIZING THE INSERTION OF SPECIAL ITEMS OF REVENUES AND APPROPRIATIONS IN THE 2022 MUNICIPAL BUDGET, PURSUANT TO N.J.S.A. 40A:4-87
18.	RESOLUTION AUTHORIZING A CONTRACT WITH REALAUCTION.COM, LLC FOR THE PURPOSE OF CONDUCTING AN ELECTRONIC MUNICIPAL TAX LIEN SALES FOR 2022
19.	RESOLUTION AUTHORIZING THE INSERTION OF SPECIAL ITEMS OF REVENUES AND APPROPRIATIONS IN THE 2022 MUNICIPAL BUDGET, PURSUANT TO N.J.S.A. 40A:4-87
<u>FIRE</u>	
20.	RESOLUTION APPOINTING NEW FIRE FIGHTERS TO THE ROSELLE FIRE DEPARTMENT
<u>HEALTH</u>	
21.	RESOLUTION APPOINTING AN ALTERNATE DEPUTY REGISTRAR
<u>POLICE</u>	
22.	RESOLUTION APPOINTING SCHOOL CROSSING GUARDS
23.	RESOLUTION ACKNOWLEDGING THE RELEASE OF NEW POLICE OFFICERS FROM THE JOHN H. STAMLER POLICE ACADEMY
24.	RESOLUTION ACCEPTING THE RESIGNATION OF THE POLICE OFFICER EDWIGE GEDEON
25.	RESOLUTION ACCEPTING THE RESIGNATION OF THE PARKING CODE ENFORCER
<u>PUBLIC WORKS</u>	
26.	RESOLUTION ACKNOWLEDGING CADET PETERSON'S WITHDRAWAL OF INTEREST IN THE POSITION OF PART TIME SEASONAL TEMPORARY LABORER

27.	RESOLUTION AUTHORIZING REFUND OF STREET OPENING ESCROW FEES
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PAYMENT OF BILLS

28.	A BILLS LIST DATED SEPTEMBER 21, 2022 [TO BE PROVIDED]
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Motion to move Item 20, Appointing Fire Fighters to the Roselle Fire Department to the beginning of the Regular Meeting agenda and to set the Consent Agenda with items 2 through 4, 7 through 10, 12 through 19, 21 through 27, and place items 1, 5, 6, 11 on the Non-Consent Agenda by Councilman Bernier, second by Councilwoman Thomas and to add a place holder resolution for the St. George’s Avenue Redevelopment Area in Need of Redevelopment on the Non-Consent agenda.

Vote Record				
	Ayes	Nays	Abstain	Absent
Councilman Villeda	X			
Councilman Bernier	X			
Councilwoman Johnson	X			
Councilwoman Thomas	X			
Councilman Fortuna	X			
Council President Wilkerson	X			
<input checked="" type="checkbox"/> Adopted <input type="checkbox"/> Adopted as Amended <input type="checkbox"/> Defeated <input type="checkbox"/> Tabled <input type="checkbox"/> Withdrawn				

COUNCIL COMMENT

Councilman Villeda commented that the blinking stop sign installed on East 3rd Avenue and Thompson Avenue never worked and wants it looked into.

Councilman Bernier had no comments.

Councilwoman Johnson welcomed Assistant Borough Administrator Shanel Robinson to Roselle and thanked her for coming aboard.

Councilwoman Thomas had no comments.


Councilman Fortuna had no comments.

Council President Wilkerson thanked Administration for the departmental reports given and said it was a good meeting.

MAYOR'S COMMENTS

Mayor Shaw welcomed Assistant Borough Administrator Shanel Robinson to Roselle and thanked her for coming aboard. In addition, Mayor Shaw expressed his appreciation for the department reports which were concise and well put together for the month of August.

Motion to adjourn by Councilman Bernier, second by Councilwoman Wilkerson. Motion was approved by unanimous vote. Meeting adjourned at 9:10 p.m.



Lisette Sanchez, Borough Clerk

